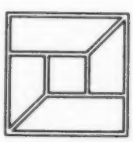
ANNUAL REPORT

FOR THE FISCAL YEAR ENDING MARCH 31, 1986



EDMONTON METROPOLITAN REGIONAL PLANNING COMMISSION

86-06429/

EDMONTON METROPOLITAN REGIONAL PLANNING COMMISSION
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Phone (403) 423-5701

Ross G. Quinn
CHAIRMAN

R.G. Madziya, M.A., M.C.I.P.
EXECUTIVE DIRECTOR

YOUR FILE .....

OUR FILE .....

June. 1986

Mr. Ross G. Quinn
Chairman
Edmonton Metropolitan Regional
Planning Commission
EDMONTON. Alberta

Dear Sir

It is my pleasure to submit to you the Fourth Annual Report which covers the April 1. 1985 to March 31. 1986 fiscal year.

Respectfully submitted

R. G. Madziya. M.C.I.P.
Executive Director

/kg

The Edmonton Metropolitan Regional Planning Commission
Annual Report

April 1, 1985 to March 31, 1986
Prepared in Accordance with the Requirements of the *Planning Act* and the Alberta Planning Board

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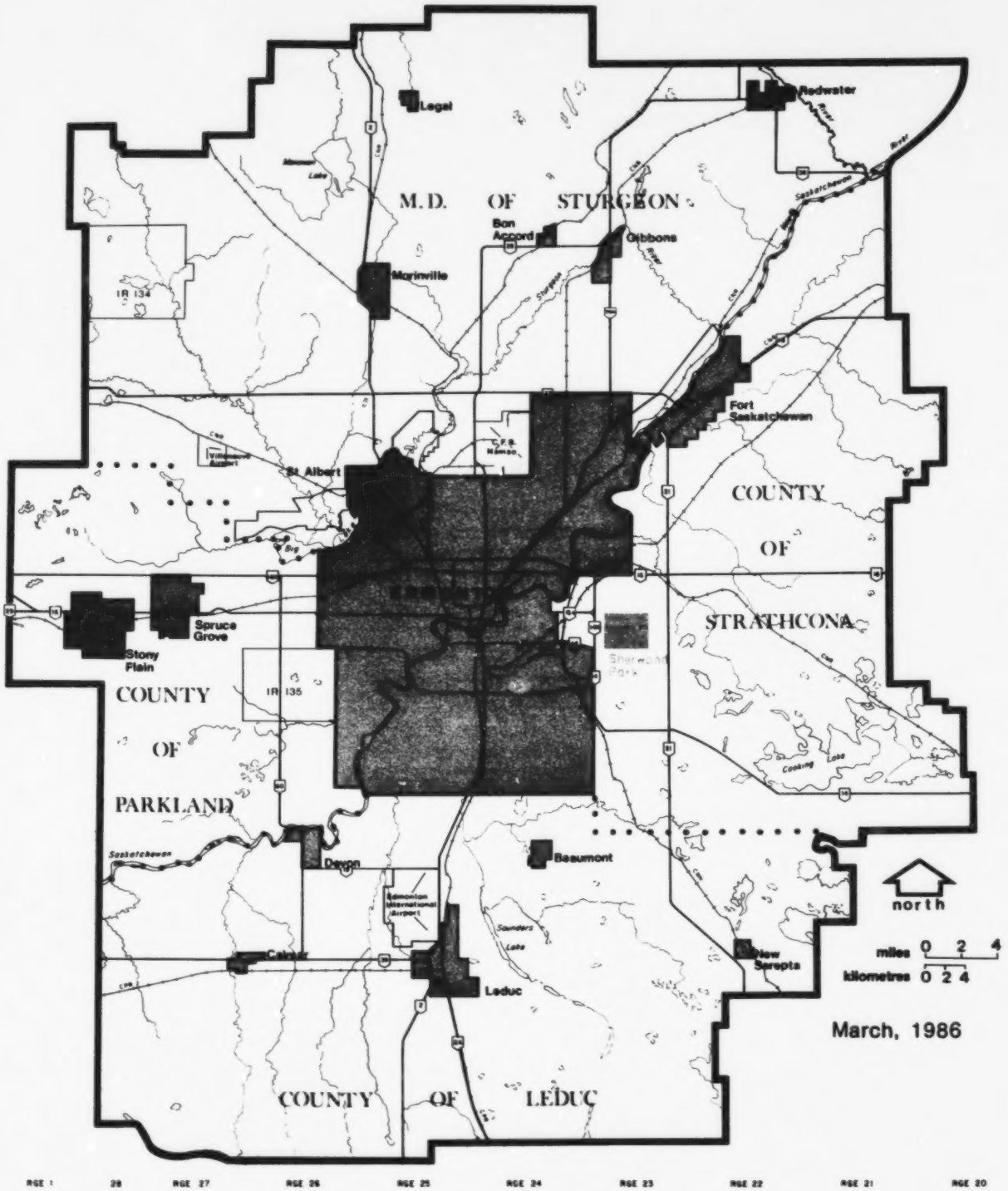


EDMONTON METROPOLITAN REGIONAL PLANNING COMMISSION

PLANNING REGION

The Edmonton Metropolitan Region
An Overview

The Edmonton Metropolitan Regional Planning Commission, created in 1950 by the Provincial Cabinet, is one of the ten regional planning commissions in Alberta. Located in central Alberta, the Edmonton Metropolitan Region covers an area of the Edmonton Metropolitan Region 6,670 km² (2,576 sq. mi.) and, is traversed from southwest to northeast by the North Saskatchewan River.

Four rural and fifteen urban municipalities comprise the Region which is focused on the City of Edmonton. It is significant to note that over 90% of the Region's population of approximately 750,000 resides in urban communities, with 75% living within the City of Edmonton. The remaining 10% is concentrated in hamlets and in country residential subdivisions, or dispersed on rural farmsteads. Given this high degree of urbanization and the fact that the City of Edmonton is surrounded by four cities, it is obvious why it is considered to be the only true metropolitan region in the province.

The Edmonton Metropolitan Region has one of the largest concentrations of manufacturing industry in western Canada and is the dominant manufacturing centre in Alberta. Petroleum and Coal products account for over 50% of the total value of manufacturing shipments. Food and Beverages account for a further 13% of this activity.

The Region's population and economy rely on a complex and highly developed transportation and utilities infrastructure. As many of these facilities are concentrated in, or converge on, the City of Edmonton and its immediate environs, there is a need to examine them on a metropolitan or regional scale.

The Region has, over the past few decades, been transformed from a rural, agricultural based area into a highly urbanized and industrialized Region. Despite some recent downturns in the provincial economy, the stabilizing effects of the Region's diverse economic base will help it endure, until a more favourable economic climate returns, and will also ensure that the Metropolitan Edmonton Region remains a dominant western Canadian centre.

The Edmonton Metropolitan Regional Planning Commission
Responsibilities

The *Planning Act* sets out the role, responsibilities and duties of all regional planning commissions in Alberta. For the Edmonton Metropolitan Regional Planning Commission, the main functions are:

- to prepare, adopt and administer a Regional Plan for the Edmonton Planning Region;
- to provide advice and assistance to municipalities on planning matters, including the preparation of general municipal plans, land use by-laws and other statutory plans, when requested;
- to act as the subdivision approving authority for the Region, except where a municipality has been delegated this authority by the minister;
- to provide advice and recommendations on annexation matters; and,
- to seek and encourage public participation in the planning of the Edmonton Region.

As part of its on-going operations, the Commission often serves as a centre for co-ordinating the planning activities undertaken by other levels of government.

The Commission guides growth and development matters of local and regional significance. This guidance involves a wide range of activities, ranging from an examination or assessment of the impact of alternative development patterns on the natural resource base to detailed subdivision design and policy formulation.

The Commission works closely with local municipalities by providing advice on land use matters. As the spheres of interest of local municipalities are smaller than that of the Commission, the Commission recognizes that the municipalities are the best suited to deal with local matters (e.g. local zoning, servicing, recreation, education and other matters that are, logically, of local interest). Therefore, in this regard, the Commission serves in an advisory capacity to local municipalities. On the other hand, certain responsibilities that appear local in nature may have significant regional implications. For example, decisions on subdivision may have a permanent regional impact, and affected municipalities receive the benefit of a centralized objective evaluation of issues by professional planning staff.

Report of the Chairman — *Ross G. Quinn*

Once again it is my pleasure to report on the activities and accomplishments of the Commission.

If the 1985 fiscal year could be summed up in one word, that word would have to be "change". In many ways, 1985 was the transition period between the Commission's Regional Plan preparation years and the Plan implementation phase. To meet the challenges of this new Regional Plan era, it has been necessary for the Commission to consider its role as a regional planning agency and to decide on the direction we would pursue in the future.

On July 3, 1985 the Commission adopted a set of goals and objectives. These goals are consistent with and reflect the intent of the current legislation and the *Edmonton Metropolitan Regional Plan*. Although the goals are general, they provide an overall framework and direction for our actions and what we will try to achieve as a regional planning commission. I hope that all members of the Commission and staff will reflect on these Commission goals and objectives, from time to time over the next few years, as we continue to plan for the orderly and efficient development of the Region.

With a new set of goals and objectives, and, of course, the Alberta Planning Board directive to downsize our staff complement, a functional re-organization of E.M.R.P.C. staff became necessary. The re-organization meant that some difficult decisions had to be made after long and thoughtful consideration. The functional organization which now exists is well suited to meet the challenges in the years to come.

Along with the above changes, 1985 brought about an alteration to the Commission's committee structure. The Regional Plan Committee was renamed the Planning Committee and given a broader mandate. As well as providing the Commission with recommendations on various matters pertaining to the monitoring and administration of the Regional Plan, the Committee will also consider policy planning issues and review existing and proposed Provincial planning legislation.

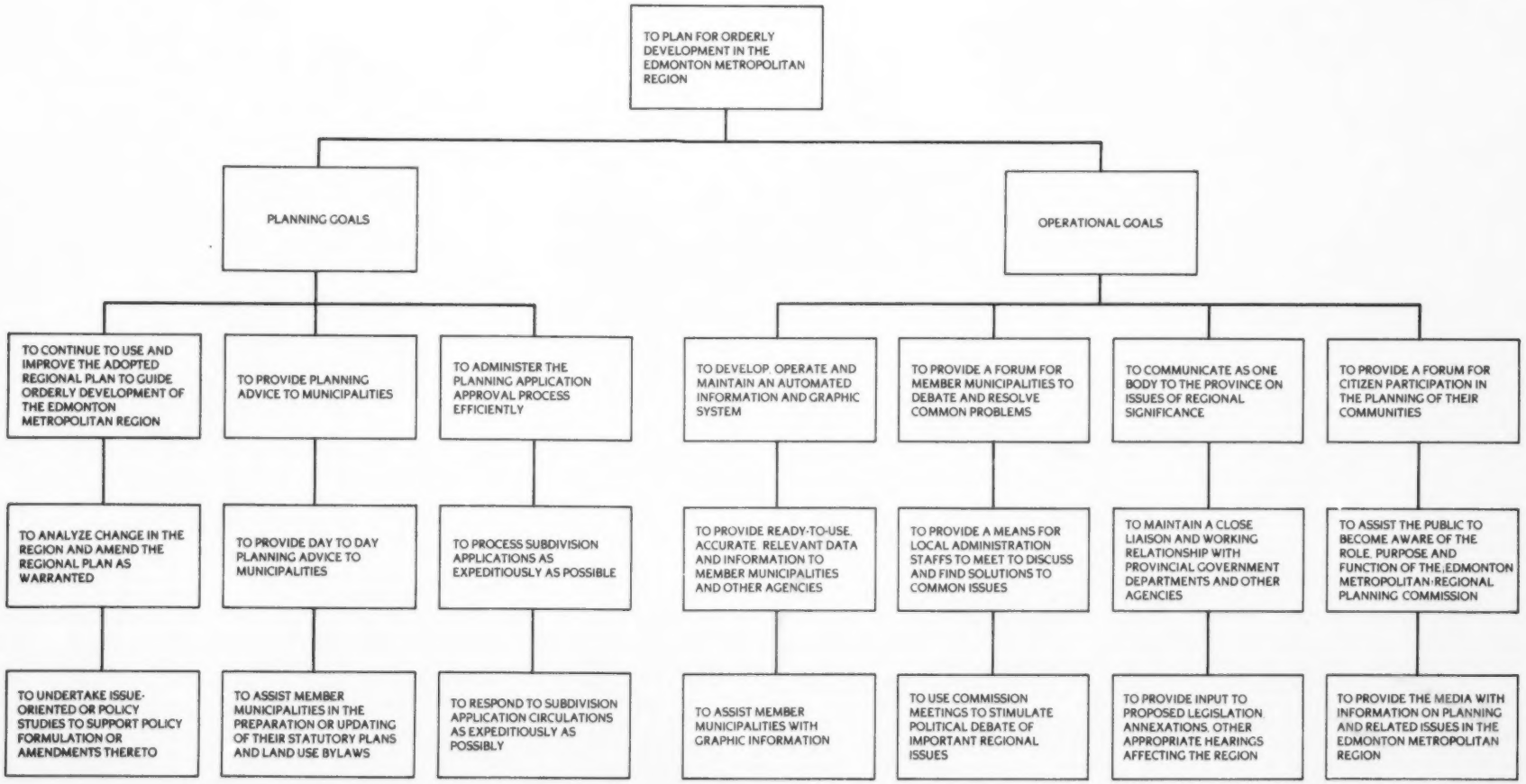
Since I am acknowledging the new Planning Committee, I would like to thank all those members who took the time to serve on the Commission's standing committees. In particular, I would like to thank Mrs. Olivia Butti, our Vice-Chairman, for her active participation, especially as a member of the Executive Committee. I would also like to thank Mr. Ralph Horley, Chairman of the Executive Committee, and Mr. George Fraser, Chairman of the Planning Committee, for their effective leadership and hard work.

I would like to welcome all the new members of the Commission and acknowledge the contributions of those departing members and alternates who have given their valuable time to the Commission. In particular I would like to make special mention of Mr. Maurice McCullagh, the Reeve of the County of Parkland, for his many years of service to the Commission. My thanks and appreciation are extended to all of the members who have helped the Commission once again fulfill its mandate throughout this year of change. Lastly, my thanks go also to the Commission staff, whose high professional standards are an asset to the Commission and to the municipalities they serve, and to R.G. Madziya and his managers for the work they accomplished under difficult conditions.

In conclusion, I hope that the renewed sense of commitment to regional planning which began in 1985 will continue in the years ahead. We should all realize that the Commission's role as an inter-municipal forum provides us with a means for solving our inter-municipal issues through discussion and co-operation. Through the work we do as the Edmonton Metropolitan Regional Planning Commission, we can build a better region and ensure a high quality of life in all of our member municipalities. The challenge is ours—the Commission will be what we make of it.

Figure 1

GOALS OF THE COMMISSION


TO PLAN FOR ORDERLY DEVELOPMENT IN THE EDMONTON METROPOLITAN REGION
PLANNING GOALS
OPERATIONAL GOALS
TO CONTINUE TO USE AND IMPROVE THE ADOPTED REGIONAL PLAN TO GUIDE ORDERLY DEVELOPMENT OF THE EDMONTON METROPOLITAN REGION
TO PROVIDE PLANNING ADVICE TO MUNICIPALITIES
TO ADMINISTER THE PLANNING APPLICATION APPROVAL PROCESS EFFICIENTLY
TO DEVELOP, OPERATE AND MAINTAIN AN AUTOMATED INFORMATION AND GRAPHIC SYSTEM
TO PROVIDE A FORUM FOR MEMBER MUNICIPALITIES TO DEBATE AND RESOLVE COMMON PROBLEMS
TO COMMUNICATE AS ONE BODY TO THE PROVINCE ON ISSUES OF REGIONAL SIGNIFICANCE
TO PROVIDE A FORUM FOR CITIZEN PARTICIPATION IN THE PLANNING OF THEIR COMMUNITIES
TO ANALYZE CHANGE IN THE REGION AND AMEND THE REGIONAL PLAN AS WARRANTED
TO PROVIDE DAY TO DAY PLANNING ADVICE TO MUNICIPALITIES
TO PROCESS SUBDIVISION APPLICATIONS AS EXPEDITIOUSLY AS POSSIBLE
TO PROVIDE READY-TO-USE, ACCURATE, RELEVANT DATA AND INFORMATION TO MEMBER MUNICIPALITIES AND OTHER AGENCIES
TO PROVIDE A MEANS FOR LOCAL ADMINISTRATION STAFFS TO MEET TO DISCUSS AND FIND SOLUTIONS TO COMMON ISSUES
TO MAINTAIN A CLOSE LIAISON AND WORKING RELATIONSHIP WITH PROVINCIAL GOVERNMENT DEPARTMENTS AND OTHER AGENCIES
TO ASSIST THE PUBLIC TO BECOME AWARE OF THE ROLE, PURPOSE AND FUNCTION OF THE EDMONTON METROPOLITAN REGIONAL PLANNING COMMISSION
TO UNDERTAKE ISSUE-ORIENTED OR POLICY STUDIES TO SUPPORT POLICY FORMULATION OR AMENDMENTS THERETO
TO ASSIST MEMBER MUNICIPALITIES IN THE PREPARATION OR UPDATING OF THEIR STATUTORY PLANS AND LAND USE BYLAWS
TO RESPOND TO SUBDIVISION APPLICATION CIRCULATIONS AS EXPEDITIOUSLY AS POSSIBLY
TO ASSIST MEMBER MUNICIPALITIES WITH GRAPHIC INFORMATION
TO USE COMMISSION MEETINGS TO STIMULATE POLITICAL DEBATE OF IMPORTANT REGIONAL ISSUES
TO PROVIDE INPUT TO PROPOSED LEGISLATION, ANNEXATIONS, OTHER APPROPRIATE HEARINGS AFFECTING THE REGION
TO PROVIDE THE MEDIA WITH INFORMATION ON PLANNING AND RELATED ISSUES IN THE EDMONTON METROPOLITAN REGION

Membership

April 1, 1985 to March 31, 1986

Seventeen municipalities, out of a total of 19, have members appointed to the Commission. Regular Commission meetings are held once every month. In the fiscal year, April 1, 1985 to March 31, 1986, the Commission held twelve (12) regular meetings, as well as an Organizational Meeting and an Annual General Meeting.

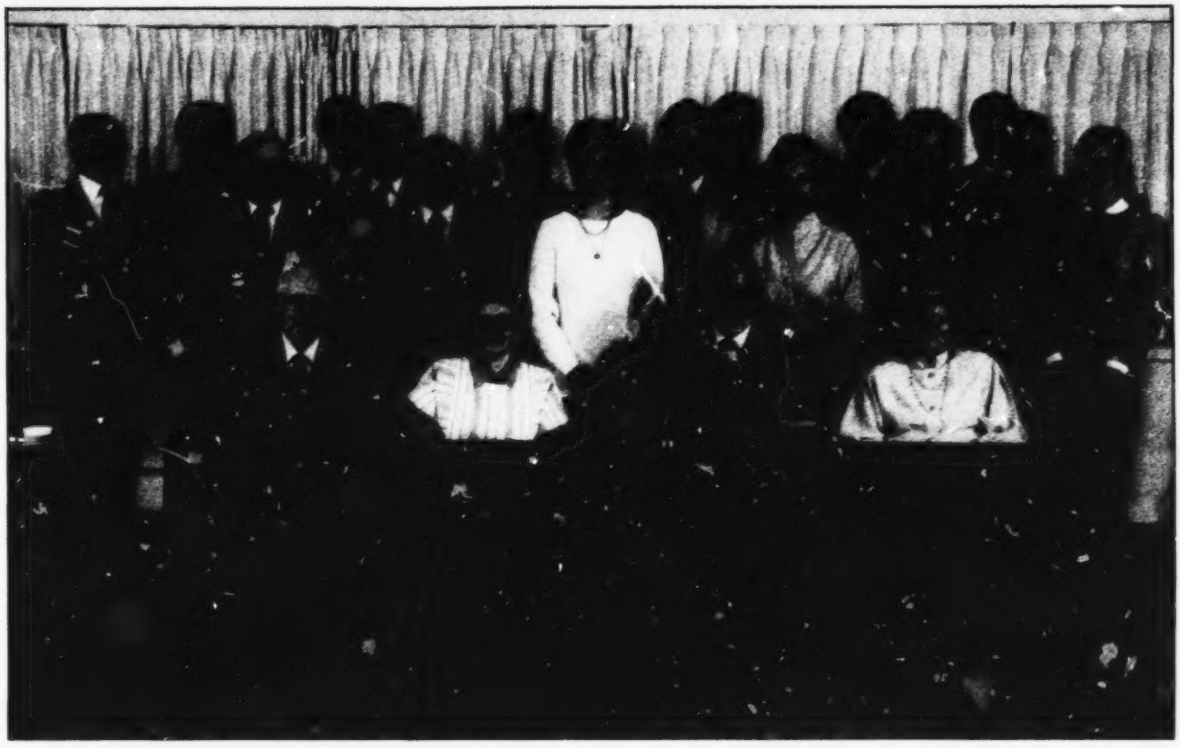
Each year, at the Organizational Meeting, a Chairman, a Vice-Chairman and members of the Executive Committee are elected by the members themselves. For the 1985-86 fiscal year, these officers were:

Chairman: Ross G. Quinn

Vice-Chairman: Olivia Butti

Designated Municipalities	**Appointed Members***	**Appointed Alternates***
Cities:		
Edmonton	Olivia Butti Ed Leger Ed Ewasiuk Lillian Staroszik Ron Hayter Lance White Ken Kozak Percy Wickman Lyall Roper	Laurence Decore Julian Kinisky Terry Cavanagh Jan Reimer
Fort Saskatchewan	Muriel Abdurahman	Pryce Alderson
Leduc	Robert (Bob) Guebert	Tim Auger
Spruce Grove	Dave Hinch	Cec Heil
St. Albert	Ken Allred Bill Shields	Ray Gibbon
Municipal District:		
Sturgeon No. 90	Frank Schoenberger	Gilbert Soetaert
Counties:		
Leduc No. 25	Mike Mryglod	Ray Bolton
Parkland No. 31	Ron Pollock	George Sewell
Strathcona No. 20	Ralph L. Horley Jim Common	Dorothy Horton Allan Schindeler
Towns:		
Beaumont	Monica Plamondon	Chris Calvert
Bon Accord	Lee Danchuk	Pat Anderson
Calmar	Louise Rumbles	Ivan Penny
Devon	Gary Browning	Garry Cavanagh
Gibbons	George Fraser	Bill Nimmo
Morinville	Ross G. Quinn	Mary Anne Balsillie
Redwater	Peter Hrynchuk	Brian Davis
Stony Plain	Catherine Bell	Reg Kotch

* as of March 31, 1986.

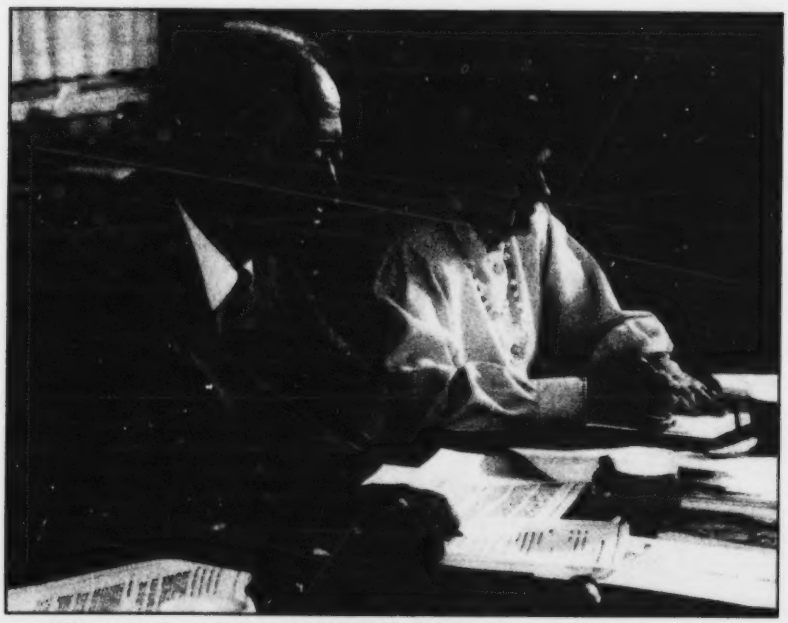


Commission Membership. Members Missing: E. Ewasiuk, K. Kozak, E. Leger, L. Roper, L. Rumbles, L. White, P. Wickman

Commission Meeting in Progress.

Ron Hayter, Ralph Horley, Chairman of the Executive Committee and Catherine Bell.

George Fraser, Chairman of the Planning Committee.



Ross Quinn, Commission Chairman and Olivia Butti, Vice Chairman

Committees

Each year, the Commission elects and appoints members from among itself to standing committees to carry out specific duties and responsibilities on behalf of the Commission. For this past fiscal year, the standing committees of the Commission were the Executive Committee, and the Planning Committee (Regional Plan Committee). The Commission may also appoint special committees, as required.

Each committee elects its own Chairman and Vice-Chairman. Some committees also have advisory representatives from Alberta Government departments.

EXECUTIVE COMMITTEE

This Committee is composed of seven (7) members, including both the Chairman and Vice-chairman of the Commission. The Executive Committee is responsible for financial, personnel and other administrative matters of the Commission, including the preparation of the budget, work program, and matters pertaining to policy and regulations governing Commission employees.

Ralph Horley	*Committee Chairman*
Ross Quinn	*Commission Chairman*
Olivia Butti	*Commission Vice-Chairman*
Ron Hayter	
Ken Allred	
Frank Schoenberger	
Muriel Abdurahman	

THE PLANNING COMMITTEE

As was reported earlier, the terms of reference relating to the mandate of the Regional Planning Committee was redefined by the Commission on October 2, 1985. Along with a new name, the Committee will now have a broader focus which will include, not only the administration of the Regional Plan, but also the review of amendments, proposed legislation, senior level of government referrals, and staff reports on regional planning matters.

George Fraser	*Committee Chairman*
Robert Guebert	*Committee Vice-Chairman*
Ross Quinn	*Commission Chairman*
Ken Kozak	
Mike Mryglod	
Ron Pollock	
Catherine Bell	
Lillian Staroszik	
Julian Kinisky*	
Maurice McCullagh*	
W. Cody**	*Alberta Agriculture*
Doug Stanton**	*Alberta Environment*
Gordon Halls**	*Alberta Transportation*

* to October 2, 1985
** non-voting members

Report of the Executive Director — R.G. *Madziya*

It is with pleasure that I am able to report on my first full fiscal year with the Commission. I think that 1985 was a critical year for the Commission and its staff since many important decisions on the future of the Commission had to be made. Through it all, I think we have emerged stronger and better equipped to meet the challenge of the next decade.

The Commission has a new set of goals and a new staff functional organization. The staff reorganization was necessary to ensure that the proper staff resources were in place to carry out the Commission's mandate despite a 36% reduction in our staff complement over three years.

The new functional organization now consists of three branches; the Administrative Branch, responsible for personnel records, accounting and the support services including the library; the General Planning Branch, responsible for Regional Plan implementation and administration, land use planning advice, current planning activities and subdivision processing and administration; and finally the Strategic Planning Branch, which provides specialist services in a variety of planning related fields, including demography, economics, environmental planning, transportation and information services.

In order to address a concern, which arose in the formulation of the Commission goals, the position of Public Affairs Officer was created. Along with the Executive Secretary and the managers, the Public Affairs Officer reports directly to the Executive Director and is responsible for the community relation and communications activities of the Commission. Besides ensuring a more positive and accurate coverage of Commission activities in the media, a number of programs were initiated which were intended to promote a better understanding of the work of the Commission and of planning in general. These included a display and brochures for the regional trade shows on the various types of information available from the E.M.R.P.C., an update of the Commission's audio-visual presentation for public meetings, and a new look, more broadly focused newsletter, entitled *Metro Planning Review*.

Along with many of the other changes which took place and, in part, because of them, the E.M.R.P.C.'s office space on the sixth floor of the Baker Centre was redesigned and renovated. Our smaller staff complement and our library are now all housed on the sixth floor. The staff reductions allowed us to give up our office space on the eleventh floor, with resultant cost savings, and also led to the creation of a more efficient and cohesive working unit, with all the functions together on one floor.

Despite these inconveniences and the reduction in

our staff complement from 34 to 30 the past fiscal year, Commission staff once again responded to the various internal and external demands placed upon them. Commission staff have been extensively involved in matters of Regional Plan implementation since ratification of the Regional Plan. Some of this work will be on-going, such as the review of subdivision proposals and new plans as they are developed. However, the process of bringing existing plans and land use by-laws into conformity with the Regional Plan is complex and reasonable time frames will be needed. At the same time, the Commission will continue its efforts to be kept aware of new plans and amendments being prepared and of major development proposals relevant to the Regional Plan. As this report is intended to be a brief synopsis of the 1985-86 fiscal year, the details of these efforts, as well as the other staff activities, are provided in the branch managers' reports.

On the operations side, a major review of the current salary administrative structure and employee benefits package was conducted by Currie, Coopers, Lybrand, Management Consultants, resulting in some adjustment in these areas. To implement this new system, senior management formulated a new Employee Performance Appraisal System which is now in use. We feel that these changes will help improve our

performance at a time when we have no choice but to maintain a high level of service with limited resources.

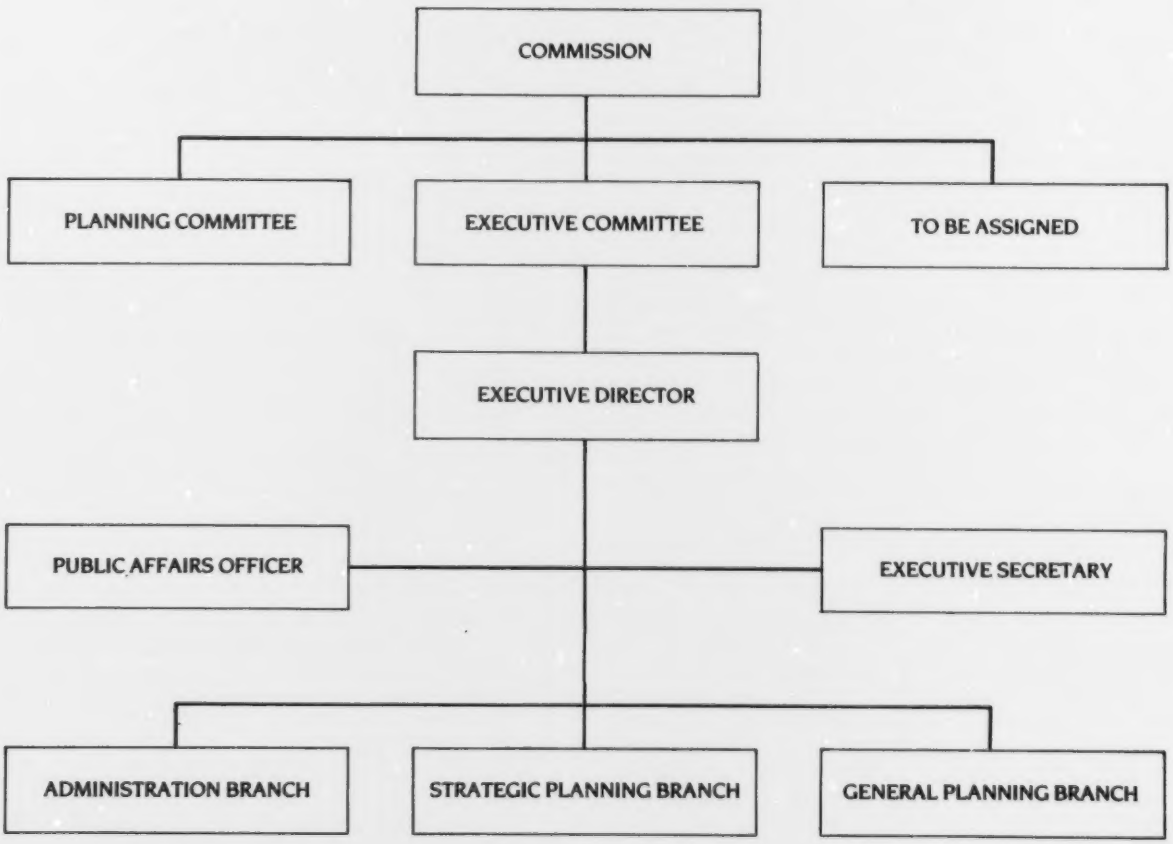
Staff continued to participate in conferences, seminars and workshops in order to improve the service provided to municipalities. This opportunity to broaden our knowledge and skills and to meet with colleagues in other agencies enabled us to bring new skills and perspectives to our work, which in turn can be shared with member municipalities and the Commission.

The Edmonton Metropolitan Regional Planning Commission staff have had a busy and productive year. Although economic conditions have caused development activity to decrease from the level experienced in previous years, the demand for planning assistance, to address non-growth issues and in the implementation of plans, remains. This relaxing of development pressures provides an opportunity to evaluate past growth and formulate new goals.

In conclusion, I am looking forward to the next few years and I am sure they will be exciting and challenging times for the Commission and its staff. With the changes of 1985 behind us and many of the new operational procedures in place, we are prepared to work toward our goal of planning for the orderly and efficient development of the Edmonton Metropolitan Region, with a renewed sense of commitment.

Figure 2

ORGANIZATIONAL STRUCTURE



Managers' Reports

ADMINISTRATION BRANCH
Patricia Heffel

The Administration Branch, also created in the July 1985 re-organization, has two main functions. Firstly, it provides the Commission's personnel records management, budgeting, payroll, financial reporting and purchasing services. Secondly, it provides the support services of word processing, printing, drafting, graphics and library.

1985/1986 was a year of many changes for the Administration Branch. During the summer months, although it was business as usual, in terms of subdivision application processing, Commission meetings, and plan preparation, staff had to cope with the extensive renovations taking place around them. Despite the dust, noise and disruption, we were able to keep to our work schedules and to keep on smiling.

As part of the move to centralize all of the Commission's functions the library was also moved to the 6th floor. We feel we are now able to provide a better service to our clients, as well as the planners, who now have easier access to the information.

In an effort to increase the effectiveness and efficiency of the planning services we provide, the Commission is implementing a program to microfilm our records. Because we have been around for over thirty-five years, as well as been the major subdivision authority in the region, we have collected an incredible number of files. Microfilming will render approximately 16 drawers, each 36 inches in length and 15 inches deep to two 9 inch by 6 inch cabinets. The long term benefits will be faster retrieval of information and, of course, additional floor space.

Drafting, graphic and printing services were kept extremely busy as usual this past year, especially in the production of display panels for a number of projects. These included display panels for the Leduc-Strathcona Joint General Plan, public hearing, the Stony Plain land-use bylaw amendment process and for downtown revitalization plans in Devon, Beaumont and Fort Saskatchewan. Staff of the branch helped to develop the new style and format of our newly renamed newsletter, *Metro Planning Review*.

Part of our efforts this year also centered on producing and aiding in the design of high quality brochures and a display for the Edmonton Information Fair. The display was designed so it could be used in future trade shows as well. We hope that by our efforts to produce high quality documents and displays we will gain greater exposure throughout the Region, and a better understanding of regional planning and the planning process in general will develop.

STRATEGIC PLANNING BRANCH
Gordon R. Tweddell

The Strategic Planning Branch was established early in the 1985/86 fiscal year to provide specialist services to the Commission and its Committees as well as to the General Planning Branch in its advisory function to municipalities.

The Branch provides specialist services in the subject areas of economics, demography, biophysical planning, transportation related activities, and information services. Branch services are provided for the purposes of policy formulation, plan monitoring and issue oriented studies of regional significance.

Among the specific projects undertaken were the following:

1. Regional Planning Studies

(a) *Population Growth and Change in the Edmonton Metropolitan Region*

The report provides an analysis of population change within Alberta and the Edmonton Metropolitan Region and consolidates a variety of demographic data at the provincial and regional levels. The purpose of the report is to provide information on key indicators of population growth and change which can be used in support of regional and municipal planning activities and as a basis for sound decision-making.

(b) *The Edmonton Metropolitan Region - An Economic Overview*

The report highlights the interdependency of the metropolitan and provincial economies, documents recent changes and indicates the possible nature of changes to the metropolitan area's population and economic structures. The report cautions that Alberta's economy is highly dependent on resource exports and therefore many factors are beyond local control.

(c) *Big Lake Study*

Work was initiated on this study which is scheduled for completion during the current fiscal year. The study will analyze the capacity of Big Lake and its shorelands to withstand changes in use resulting from competing demands for this unique resource. The study will propose actions to address the issues identified during the study and will propose co-ordinated plan implementation by all interested and affected institutions, groups and individuals.

(d) *Heavy Industrial Land Use: A Regional Perspective*

This study, adopted by the Commission in January, 1986, is the third in a series of reports prepared by the Commission on industrial land use. The report provides comprehensive information on the location,

extent and type of heavy industry in the Region and addresses some of the more pertinent land related issues and impacts associated with heavy industrial development. The report also provides a set of suggested actions and recommendations for consideration by the Region's municipalities in the planning for future heavy industry and nearby development.

(e) Public Transit and Paratransit Services

In response to the Commission's request for information, staff prepared a report on transit services in the Edmonton Metropolitan Region. The report inventoried the current level of transit development, identified a variety of transit issues and suggested actions for the consideration of municipalities and the Commission.

(f) Energy Corridor and Development Reviews

Staff reviewed a variety of energy industry applications to the Energy Resources Conservation Board for energy corridor development and resource extraction/processing. Staff reviews typically focussed on conformity to the provisions of the Regional Plan and appropriate land use planning principles.

2. Liaison with Government Departments and Other Agencies

The Commission receives many requests to respond or provide information to studies or hearings initiated by Provincial government departments and other agencies. This on-going function is an important role for the Commission.

In particular, staff completed their assistance to Alberta Environment on the North Saskatchewan River Basin Study and the Commission formally responded to the Environment Council of Alberta report, *Maintaining and Expanding the Agricultural Land Base in Alberta*.

Commission staff also assisted Alberta Parks and Recreation with respect to that Department's review of its role and mandate and began a closer working relationship with Alberta Economic Development in order to assist municipalities with their economic development activities.

Considerable work was also undertaken in co-operation with Alberta Transportation and Commission member municipalities in order to plan for future metropolitan region transportation needs. This existing work is expected to continue during the next fiscal year.

3. Land Use Information System

During the latter part of the fiscal year, work began on improving the efficiency and effectiveness of information processing activities to all functional areas of the Commission and its member municipalities. A key component of our information system is the land use data base which includes very detailed information on all parcels of land within thirteen urban municipalities.

Last year Commission staff responded to a variety of requests for our land use information from many of our member municipalities. These requests included:

- Information on the amount of commercial space which currently exists in Stony Plain.
- Information on the allocation of commercial space and how it is distributed in Devon.
- Information for Alberta Municipal Affairs - Fiscal Impact Study.
- Lot size, and commercial/industrial information in Sherwood Park.

This activity will continue into the next budget year and will require close consultation with Provincial and municipal governments and the private sector.

4. Municipal Census Program

The municipal census program continued to serve as an important source of information for planning purposes however, during 1985 only the Town of Devon requested assistance. Demand for this service is expected to increase significantly in the next fiscal year.

5. Public Opinion Surveys

Commission staff also assisted several municipalities with the conduct and analysis of public opinion surveys for land use planning purposes. These included the following surveys: Redwater (Business Development), Devon (Downtown Revitalization), Calmar (Recreation), Morinville (Recreation) and Fort Saskatchewan (Business Development). Public opinion surveys, especially on matters of metropolitan scale significance, are expected to continue to be an integral part of decision making for local and regional development.

GENERAL PLANNING BRANCH
Eugene L. Dmytruk

The General Planning Branch was established under the Commission staff re-organization instituted in July, 1985. Under this new structure the Branch is responsible for:

- regional plan conformity reviews;
- providing basic land use planning advice and services to urban and rural municipalities, including the preparation of statutory plans and special studies requested by councils;
- subdivision processing and administration and other current planning activities.

This combination of functions and services enables the Commission to provide a comprehensive and efficient level of planning service to the 14 member municipalities that do not have their own planning staff. Municipalities with their own planning staff do not normally require basic planning services from the Commission.

This year's activities are summarized under the following categories.

1. Regional Plan Implementation

With the ratification of the *Edmonton Metropolitan Regional Plan* in August, 1984, reviews of general municipal plans, to implement and ensure consistency with the Regional Plan, were initiated in 1985. The conformity reviews, plan interpretation and resolution of non-conformity issues presented a new challenge to the staff.

Staff reviewed general municipal plans for the Towns of Morinville and Gibbons, the Village of Legal and the M.D. of Sturgeon. In addition, a variety of planning documents have been reviewed, including a major amendment to the *County of Strathcona General Municipal Plan*, a number of area structure plans and land use by-law amendments, the City of Edmonton *Agricultural Land Management Program* report and the City of Edmonton *Draft Guidelines for the Integration of Resource Operations and Urban Development*.

Various other proposals and studies initiated by municipalities, government departments and agencies and the private sector, such as gas plant proposals, have also been examined for consistency with regional plan policy. In addition, subdivision applications continue to be reviewed for conformity with the Regional Plan.

The Commission also considered one request for an amendment to the Regional Plan. The amendment to Policy 5.5, which was intended to allow a physical severance from an existing 80 acre parcel, was refused by the Commission in May, 1985. An appeal to the Alberta Planning Board on the Commission decision was dismissed. However, because of the concerns and issues raised by some members, the Commission subsequently initiated a complete review of Policies 5.4 and 5.5 of the Plan. A decision, respecting the review of these policies, was pending, as of March 31, 1986.

2. Statutory Plans

Throughout the year, staff prepared and participated in the review and updating of a number of statutory plans. *The County of Strathcona/City of Fort Saskatchewan Joint General Municipal Plan*, the first of its kind in the region, was adopted in February, 1986 at a joint meeting of the two municipalities after a lengthy process of co-operation, compromise and negotiation. The plan sets out a long range land use strategy, establishes a process for resolving issues of mutual concern and provides an approach for determining future boundary expansions for the City of Fort Saskatchewan. Work is wellunderway on a new general municipal plan for Morinville. Staff also provided advice and assistance to the M.D. of Sturgeon and the County of Strathcona in the preparation of their new general municipal plans. *The M.D. of Sturgeon's General Municipal Plan* has the distinction of being the first new general municipal plan adopted by a municipality since the ratification of the Regional Plan.

Area redevelopment plans or downtown plans were prepared by staff for the Towns of Devon and Beaumont and the City of Fort Saskatchewan, and were adopted by each municipality. A downtown plan was also initiated for the Town of Gibbons. These plans, which were developed with the involvement and co-operation of local community groups and councils, provide the communities with a framework for undertaking revitalization activities in their central areas and establish policies and programs for future action.

Commission staff also participated in the preparation of several area structure plans, most notably the Meridian Heights and the Northwest area structure plans in Stony Plain and the Northeast Calmar area structure plan.

3. Land Use By-laws

Staff continued to provide on-going advice and assistance to municipalities on land use by-law administration. These activities consist primarily of updating, amending and consolidating existing documents to eliminate any deficiencies or shortcomings and ensure that each municipality has a land use by-law that meets today's needs. Major reviews have been completed and adopted for the municipalities of Spruce Grove, Gibbons and Morinville. Work has also started on the review of the

Town of Devon land use by-law. With the ratification of the new Regional Plan, further reviews will be necessary in order to incorporate provisions of the Plan in the by-laws yet to be reviewed.

4. Advisory Services and Special Studies

Staff continued to work with municipal councils, administrators and municipal planning committees on a wide range of current planning and development matters. Several special studies were prepared to address issues or to provide background information for planning work. Examples of such topics include home occupations, and land use by-law amendment procedures. Of particular note is the Rural Road Study for the County of Leduc which was undertaken under the direction of this Commission, with the participation and input of the Battle River Regional Planning Commission, and which will continue into the 1986/1987 budget year.

5. Liaison With Other Agencies

Staff were involved in preparing several submissions respecting Provincial planning legislation. These included the Commission's concern for the lack of flexibility provided under Section 91(1)(b) of the *Planning Act*, the right of appeal on subdivisions pursuant to Section 106 of the Act, proposed changes to the *Subdivision Regulations* and the proposals advanced in the Alberta Planning Board's *Deregulation in Planning* discussion papers.

6. Subdivision Administration

Subdivision processing continued to occupy a significant amount of staff time. This activity includes providing subdivision service to 13 of the 19 municipalities in the Region, advising and recommending to the Commission on subdivision applications and representing the Commission at appeal hearings.

In addition, staff commented on referrals from five other subdivision approving authorities by reviewing applications for conformity with the Regional Plan.

One of the Commission's operational goals is to administer the subdivision application approval process effectively and expeditiously. This branch is committed to achieving this goal and, to this end, the planners are now involved with the total processing of the application. As well, staff reports contain more detailed information of the planning rationale behind each application and therefore a more thorough analysis.

The tables which follow illustrate subdivision activity. The number of applications submitted has remained approximately the same as last year. This is a continuing reflection of the current economic situation and is attributable, in part, to the abundant supply of residential and industrial lots in both the urban and rural municipalities.

In 1985/86, the Commission processed a total of 159 applications. Figure 3 provides comparative graphs on the number of applications made to the Commission and the number of applications received from other subdivision approving authorities.

Figure 4 presents information on the status of the applications during the past three fiscal years.

Figure 5 shows the number of applications which were appealed during the 1985/86 fiscal year and in the two previous years. Of the 73 subdivision applications processed by the Commission in 1985/86, a total of 10 were appealed to the Alberta Planning Board. The Board allowed 5 appeals and upheld the Commission's decision on 3. Appeals were either withdrawn or were pending on two others.

Table 1 presents information on subdivision applications received, approved and denied by municipal jurisdiction. Table 2 provides information on the number of applications and parcels approved by major land use category and municipal jurisdiction for which the Commission has subdivision approval authority.

Figure 3
SUBDIVISION APPLICATIONS AND REFERRALS E.M.R.P.C. REGION

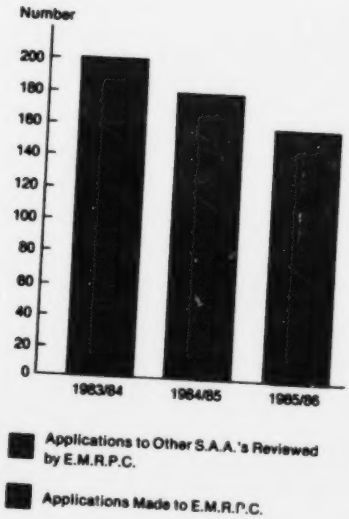


Figure 4
E.M.R.P.C. DECISIONS ON SUBDIVISION APPLICATIONS

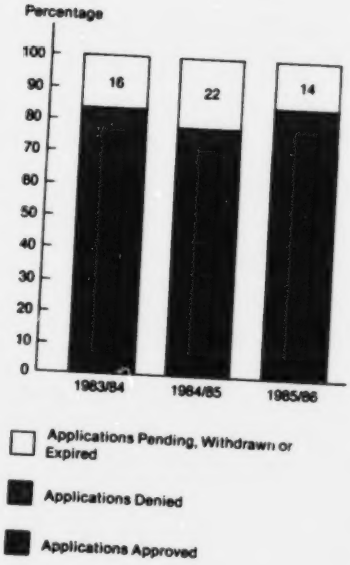


Figure 5
SUBDIVISION APPEALS

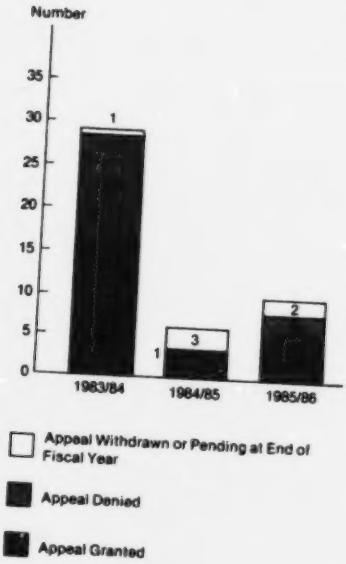


Table 1

SUBDIVISION APPLICATIONS AND DECISIONS

April 1, 1985 - March 31, 1986

Municipality	Applications Pending Decision from Earlier Years (a)	Applications Received	Applications Approved	Applications Refused	Applications Abandoned/ Deemed Refused/ Withdrawn	Applications Pending Decision on March 31, 1986
M.D. of Sturgeon	0	24	18	5	0	1
County of Leduc	1	29	18	6	0	6
City of Spruce Grove (b)	0	2	2	0	0	0
Town of:						
Beaumont	0	3	2	0	0	1
Bon Accord	1	1	1	1	0	0
Calmar	1	0	1	0	0	0
Devon	1	2	2	0	1	0
Gibbons	1	0	1	0	0	0
Morinville	0	1	1	0	0	0
Redwater	0	2	1	0	0	1
Stony Plain	0	7	6	0	1	0
Village of:						
Legal	0	0	0	0	0	0
New Sarepta	0	2	2	0	0	0
Total	5	73	55	12	2	9

Notes:

(a) Of the 5 applications pending decisions from earlier years, 2 were approved, 2 were denied and 1 was withdrawn.
(b) Spruce Grove was granted city status March 1, 1986.

Table 2

SUBDIVISION APPLICATIONS AND PARCELS APPROVED

April 1, 1985 - March 31, 1986

MUNICIPALITY	AGRICULTURE (a)		COUNTRY RESIDENCE (b)		INDUSTRIAL		PUBLIC INSTITUTIONAL (c)		COMMERCIAL		RESIDENTIAL		Approved Multiple Use Applications	TOTAL	
	Approved Applications	Approved Parcels	Approved Applications	Approved Parcels	Approved Applications	Approved Parcels	Approved Applications	Approved Parcels	Approved Applications	Approved Parcels	Approved Applications	Approved Parcels		Approved Applications	Approved Parcels
M.D. of Sturgeon	5	5	11	16											
County of Leduc	8	8	6	9	1	2	2	2	1	1	2	5		18	26
City of Spruce Grove (d)														18	22
Town of:							1	3							
Beaumont											1	5		2	8
Bon Accord							2	2							
Calmar							1	1						2	2
Devon														1	1
Gibbons								3							
Morinville											2	25		2	28
Redwater											1	1			
Stony Plain	1	1			1	3					1	1		1	1
Village of:											4	104		1	1
Legal														6	108
New Sarepta	1	1													
Total	15	15	17	25	2	5	6	11	1	1	1	1		2	2
											12	142		53	199

Notes:

(a) Agricultural Parcels include small farm parcels having an area of 4 hectares and over.
(b) Country Residence includes parcels having an area up to 4 hectares.
(c) Public Institutional includes public buildings, roads, reserve parcels, sanitary landfills and recreation parcels.
(d) Spruce Grove was granted city status March 1, 1986.

R.G. Madziya meeting with Branch Managers Patricia Heffel, Administration, Gordon Tweddell, Strategic Planning, and Eugene Dmytruk, General Planning.

Eugene Dmytruk and staff of the General Planning Branch.

Staff

Commission staff as of March 31, 1986

Executive Director:	R. G. Madziya
Executive Secretary	A. Karvinen
Public Affairs Officer	R. Mattiussi

GENERAL PLANNING BRANCH

Manager	E. L. Dmytruk
Planner II	H. Christy
Planner II	D. Macdonald
Planner II	J. Mackie
Planner II	J. Rudolph
Planner I	S. Maceyovski
Planner I	P. Wankiewicz

STRATEGIC PLANNING BRANCH

Manager	G. Tweddell
Planner III	M. Exner
Planner III	W. Shennan
Planner II	B. Fricson
Economist	C. Skoda
Technologist	G. Willis
Technicians	M. Flaska
	L. Kustra
	C. Dombroski*

ADMINISTRATION BRANCH

Manager	P. L. Heffel
Librarian	P. Fairbairn
Chief Draftsperson	L. Moreau
Senior Draftsperson	J. Stach
Intermediate Draftsperson	D. Riehl
Junior Draftsperson	K. Haromy
Printer	J. Super
Word Processing Operators	M. Dawson
	K. Gallant
	I. Gruber
File Clerk	E. Ching
Receptionist	M. Sereda

*On long term disability leave

Commission Staff. Members Missing: M. Dawson, B. Fricson, K. Haromy, L. Kustra, R. Mattiussi

Deloitte Haskins+Sells

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Edmonton, Alberta T5J 3P9
(403) 421-3611
Telex 037-3032
Cable DEHANDS

To the Members of
Edmonton Metropolitan Regional Planning Commission:

We have examined the balance sheet of Edmonton Metropolitan Regional Planning Commission as at March 31, 1986 and the statement of revenues, expenditures and changes in fund balance of the Operating Fund for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances, except as explained in the following paragraph.

In common with other non-profit organizations, the commission derives some of its revenue from the general public in the form of shared cost contributions, printing and publications revenue and proceeds from the sale of fixed assets which are not susceptible to complete audit verification. Accordingly, our verification of revenue from these sources was limited to accounting for the amounts recorded in the records of the Commission.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had shared cost contributions, printing and publications revenue and proceeds from the sale of fixed assets been susceptible to complete audit verification, these financial statements present fairly the financial position of the Commission as at March 31, 1986 and the results of its operations for the year then ended in accordance with the basis of accounting as described in Note 1 on a basis consistent with that of the preceding year.

Deloitte Haskins & Sells

Auditors

April 22, 1986

Financial Statements

Statement of Revenues, Expenditures and Changes in Fund Balance

Operating Fund — Year Ended March 31, 1986

	1986	1985
REVENUES		
Alberta Planning Fund	$1,631,805	$1,498,004
Municipal shared-cost contributions	1,048	2,000
Other	43,493	56,410
Proceeds of sale of fixed assets	8,825	3,765
	1,685,171	1,560,179
EXPENDITURES		
Staff salaries - permanent	1,145,869	1,267,463
Staff salaries - temporary	2,074	1,606
Staff benefits	107,994	121,919
Staff courses	5,872	3,561
Staff travel	21,720	27,929
Members' meetings	60,564	61,589
Office rent	124,528	166,787
Telephone and supplies	50,300	41,376
Printing and duplication	56,091	65,295
Fixed asset additions (Note 2)	52,135	107,809
Fixed assets - rentals, repairs and maintenance	16,852	13,678
Accounting and audit	6,000	5,500
Land titles office	669	1,498
Legal fees	4,922	1,188
Public relations	3,957	2,725
Recruitment and relocation	12,425	12,827
Consultants	17,675	26,498
General	4,910	12,636
	1,694,507	1,941,884
(DEFICIENCY) OF REVENUES OVER EXPENDITURES	(9,336)	(381,705)
FUND BALANCE, BEGINNING OF YEAR	204,751	586,456
FUND BALANCE, END OF YEAR	$ 195,415	$ 204,751

Financial Statements

Balance Sheet to March 31, 1986

	1986	1985
ASSETS		
OPERATING FUND		
Cash	$ 236,978	$ 360,394
Accounts receivable	1,522	3,301
Prepaid expenses	3,867	2,440
	242,367	366,135
CAPITAL FUND		
Fixed Assets (Note 2)		
Furniture and equipment	232,610	228,940
Leasehold improvements	58,536	95,137
	291,146	324,077
	$ 533,513	$ 690,212
LIABILITIES AND EQUITY		
OPERATING FUND		
Accounts payable and accrued charges	$ 46,952	$ 161,384
Fund balance	195,415	204,751
	242,367	366,135
CAPITAL FUND (Note 3)		
Equity in fixed assets	291,146	324,077
	$ 533,513	$ 690,212

Approved by the Commission:

_____

Chairman

_____

Executive Director

Financial Statements

Notes to the Statements — March 31, 1986

1. SIGNIFICANT ACCOUNTING POLICY

The financial statements of the Commission reflect the following significant accounting policy:

Fixed Assets
Furniture, equipment and leasehold improvements are stated on the balance sheet at cost. Acquisitions are recorded as current expenditures in determining the excess of expenditures over revenues for the year. No provision is made for depreciation of fixed assets.

This accounting policy is in accordance with a financial reporting study commissioned by the Alberta Planning Board.

2. FIXED ASSETS

	Balance April 1, 1985	Additions During the Year	Disposals During the Year	Balance March 31, 1986
Furniture and equipment	$ 228,940	$ 40,534	$ 36,864	$ 232,610
Leasehold improvements	95,137	11,601	48,202	58,536
	$ 324,077	$ 52,135	$ 85,066	$ 291,146

3. CAPITAL FUND

	1986	1985
Fund balance, beginning of year	$ 324,077	$ 230,551
Contributions during the year from Operating Fund	52,135	107,809
Disposals during the year		
Proceeds	(8,825)	(3,765)
Write down of original cost	(76,241)	(10,518)
Fund balance, end of year	$ 291,146	$ 324,077

4. LEASE COMMITMENTS

The Commission has annual estimated lease commitments for rental of office and parking space of $112,008.

5. CONTINGENCY

The Commission has been named as a defendant in a legal action commenced by an ex-employee for unjust dismissal. Various damages aggregating $108,708 plus costs are being sought by the Plaintiff under this action. The Commission is vigorously defending its position in the matter. Until the court action is resolved, it is not possible to determine the amount, if any, of the damages payable. Accordingly, no amount has been accrued in these financial statements with respect to the claim for damages.